

LIBRARY CARD POLICY

- A patron wishing to check-out materials must have a valid C/W MARS library card.
- To obtain a library card, a patron must present one form of identification with picture and current address. If picture identification is not available, a patron may use *two* other forms of identification such as a check book, bill, etc. Library staff may also verify address in a phone book, street listing or other printed directory, for one form of identification.
- Patrons will be asked to present their library card to check out materials or access library services.
- When initiated by an in-person request, a patron may pick up a requested item for a spouse or family member.
- A patron wishing to checkout materials without his or her own library card in hand may do so only on a very limited basis.
 - The patron must provide some form of identification.
 - The patron will be permitted to checkout only two items.
 - Materials will not be checked out to another patron's record. The patron must be present to make use of this service.
- The cost of replacing a lost library card is \$2.00.